YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	ATHARVA INSTITUTE OF MANAGEMENT STUDIES
• Name of the Head of the institution	DR R. G. RATNAWAT
• Designation	DIRECTOR
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	022-40294949
• Mobile no	9975580320
• Registered e-mail	info@atharvaims.edu.in
• Alternate e-mail	rratnawat@atharvaims.edu.in
• Address	Atharva Institute of Management Studies (AIMS) Atharva Educational Complex Malad-Marve Road Charkop Naka,Malad West Mumbai - 400 095 Maharashtra, India City/Town Mumba
• City/Town	Mumbai
• State/UT	Maharashtra
• Pin Code	400095
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education

• Location	**Urban**	
• Financial Status	**Self-financing**	
• Name of the Affiliating University	**University of Mumbai**	
• Name of the IQAC Coordinator	**Dr Shubhi Lall Agarwal**	
• Phone No.	**+19320844664**	
• Alternate phone No.	**+19320844664**	
• Mobile	**+19320844664**	
• IQAC e-mail address	**shubhi.lall@atharvaims.edu.in**	
• Alternate Email address	**shubhi.lall@atharvaims.edu.in**	
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.atharvaims.edu.in/	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.atharvaims.edu.in/	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.51**	**2019**	**09/02/2019**	**08/02/2024**

6.Date of Establishment of IQAC	**02/09/2017**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**

• Upload latest notification of formation of IQAC	**View File**	
9.No. of IQAC meetings held during the year	**3**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. IT Talks - International IT Awareness Programme

2. 5 Days Faculty Development Programme on Research Writing and SPSS

3. A Pan India International Webinar Conducted by Dr Vasudha Sharma and Mr Puneet Parashar from Seattle,USA

4.Online International Conference on Innovative Strategies in Business, Economics, Entrepreneurship, Technology and Management(ICISBEETM) 2021

5. Alumni Speaks - A Student Mentoring Programme by Alumni of AIMS

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1. IT Talks - Pan India IT Awareness Programme	Successfully Conducted
2. 5 Days Faculty Development Programme on Research writing and SPSS	Successfully Conducted
3. A Pan India International Webinar Conducted by Dr Vasudha Sharma and Mr Puneet Parashar from Seattle	Successfully Conducted
4.Online International Conference on Innovative Strategies in Business, Economics, Entrepreneurship, Technology and Management(ICISBEETM) 2021	Successfully Conducted
5. Alumni Speaks	Successfully Conducted

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
Board of Governors	08/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	01/05/2021

15.Multidisciplinary / interdisciplinary

The students come from various discipline like B.Sc./ B.Com./B.E. for pursuing MMS programme at AIMS.

The programme offers specialization in various streams like Finance, Marketing, Systems,Operations and Human Resource.

16.Academic bank of credits (ABC):

ABC is as per university norm and will be implemented.

17.Skill development:

Skill Development:

a) For Students: The students are made employable by imparting them extra session on Group Discussion, Interviews, Advanced Excel/ Financial Modelling, Data Analysis and Resume Writing.They are also given sessions on Communication Skills and Aptitude Tests

b) For Faculty Members: Faculty members were given training on tool SPSS, Research Methodology,Cyber Security, Basics of Yoga and Meditation, Research Proposal Writing, IT Awareness and various tools and techniques were discussed through various speakers and experts invited for virtual lectures.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Yoga culture was encouraged through online session. Dr Sangeeta Trott conducted yoga session in online mode. Business Ethics subject taught in semester 1 to the students.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The lesson plan was designed with mapping of course outcome for each session.

- The faculty members were asked to revisit the Mission and Vision of the Institute.
- They defined programme outcomes and then selected subjects under various streams which were meeting the Programme Outcomes
- The Faculty members defined Course Outcomes for each course in alignment with POs.

20.Distance education/online education:

Lectures during covid period were conduted online via google meet till November 2021. Attendance was also taken online via google sheet shared on drive.

Exam were conducted online using eklavya software and google class room. Daily Progress Report was shared amongst the faculty members to mark an entry of the lecture conducted with, topic, date, time and number of students present in the online class.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**4**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**344**

File Description	Documents
Institutional Data in Prescribed Format	View File

| 2.2

 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | **59** |

File Description	Documents
Data Template	View File

| 2.3

 Number of outgoing/ final year students during the year | **156** |

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**15**

File Description	Documents
Data Template	View File

3.2	**2**

Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**10**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**115.32**
4.3 Total number of computers on campus for academic purposes	**156**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

OBJECTIVES:To ensure effective implementation of curriculum through a well documented teaching learning process.

TEACHING LEARNING PROCESS

1.Academic Calendar: The Institute prepare its Annual Academic Calendar and displays it on the Notice Board, Faculty Room, Cabins, Work Places and website.

2.Session Plans: All the faculty members plan their teaching methodology,lectures and prepare a session plan for the semester incorporating atleast 20% sessions based on innovative teaching andagogies with clearly aligning the course objectives with the curriculum.

3.Weekly Meetings: Periodical meetings are held by the Director. Students Attendance, timely completion of the syllabus, and learning outcomes are well discussed in the meetings.

4.Evaluation: Students are periodically evaluated through Mid Term

Examination, Final Examination, Class Participation, Industrial Visits, Case Study Method, Presentation, Summer Internship Projects, Assignments etc.

5.Events: Students participate in Orientation programs,Seminars, Workshops, Training and Development programs.

6.Academic and Administrative Audits: The Academic and Administrative Audits are conducted by the Internal Quality Assurance Cell to ensure achievement of the stated objectives of the curriculum.

7.Feedback Mechanism: Online and Offline feedback are taken from all the stakeholders.

8.Training Programme: As per the feedback given by the students, they are imparted training on various topics.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1jdsU4mPusHs8yNgx6h8BGtRXy1xEokTX?usp=sharing

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

A comprehensive Academic Calendar for Full time as well as Part Time courses is followed for conduction of all the academic, co curricular and extra curricular activities.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1tD_ClqpzgfBS7N987CI0ytDOtxV9VjZ7?usp=sharing

1.1.3 - Teachers of the Institution participate in D. Any 1 of the above following activities related to curriculum development and assessment of the affiliating

University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

112

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution follows the syllabus as prescribed by the university and the curriculum includes the topics mentioned above in the different subjects as prescribed in the university syllabus.

The subjects that include the topics stated are listed below:

1. Perspective Management - Includes professional ethics, Environmental and Environmental sustainability topics.

2. Organizational Behavior- includes Gender, Human Values, and Ethics-related topics in its syllabus.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

281

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1Ludo UYD2VhxumaNmjHB8dp52MC5z7blZ?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows   **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://drive.google.com/drive/folders/1Ludo UYD2VhxumaNmjHB8dp52MC5z7blZ?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

133

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

40

File Description	Documents
Any additional information	[View File]()
Number of seats filled against seats reserved (Data Template)	[View File]()

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute did not have any differently-abled students in the given year, though there is a provision to cater to the special needs of such students.

File Description	Documents
Paste link for additional information	[nil]()
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
115	**15**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Multiple teaching learning pedagogies including case studies, research paper writing, critical analysis,presentations,live projects, group discussion, inclass quizzes etc are used.

All these methods are specified in the session plans. Sample session plan is uploaded for reference.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute facilitated usage of ICT tools during the entire academic year (pandemic period). The faculty members were provided access to google meet for conducting online classes and, google class room for evaluation, assignments, quizzes etc. Duly proctored exams were also conducted using ICT tools.

The institute has subscribed to the services of google workspace for the above purpose.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File]()

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

14

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File]()
Mentor/mentee ratio	[View File]()

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

55.75

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Reforms initiated on contnuous Internal Evaluation system at the Institutional level

1. Maintaining the sanctity of academic expectations and integrity of examination process, Our Institute has adopted alternative and simplified modes and methods of examinations to complete the process in specified period of time in compliance with requirements as prescribed by UGC Mumbai University from time to time. These included MCQ/ OMR based examinations, Case study method, Theory or written examinations, assignment/ presentation-based assessments etc.

2. Our Institute has time to time adopted efficient and innovative modes of examinations, if need arises but without compromising the quality. At the same time to maintain the sanctity to evaluate the performance of a student is also maintained by adding a software based examination in covid situation.

3. Our Institute has adopted appropriate strategies to facilitate the students pursuing Projects/ Dissertations, in view of the prevailing circumstances. As per the universities may consider to assign review-based/ secondary data-based projects instead of field/ survey-based assignments to these students.

4. Our Institute has ensured continuous assessment through various modes such as VivaVoce, presentations Midterm examination through meeting apps during the lockdown situation.

5. The institute maintains a complete transparency in internal evaluations. The students are conveyed the marks immediately after the internal evaluations and they are allowed to appeal for re-evaluation / moderation, if required.

File Description	Documents
Any additional information	[View File]()
Link for additional information	https://drive.google.com/drive/folders/10Ov0 PYkwPYhp4RFuFBKWVjTitiCa9hO1?usp=sharing

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

There is complete transparency and efficiency in the internal assessment.

- **Awareness of evaluation and assessment system in orientation program:** The students are made aware of the internal evaluation processes.

- **Internal Assessment consists of 40 Marks.** The 40 marks has been divided into 4 categories – Midterm (10), Assignment (10), Attendance (10), and Presentation (10). Of this, midterm and attendance are compulsory and the other two components have been left at the discretion of the faculty member.

- **The end examination is 60 marks in written form.**

Redressal of grievances at institute level:

- **Departmental Level:** The continuous evaluation of students is carried out by faculty with theory lectures, presentations, role plays, quizzes, assignments, mid term tests. The midterm marks are allotted based on the course outcome-based question paper. Query if any is discussed with faculty and HOD.

- **College Level:** The Institute appoints a Senior Supervisor for smooth conduction of examinations. If students are facing any problems, they are solved by the Exam-In charge along with Director.

- **Redressal of grievances at University level:** The queries related to results, corrections in mark sheets, other certificates issued by university are handled at University examination section after forwarding such queries through the college examination section.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://drive.google.com/drive/folders/1XzxBprEgJi-8HgpXoLjdkWH8zK0n4Qg5?usp=sharing

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and

displayed on website and communicated to teachers and students.

The link to the website of Atharva Institute of Management Studies which is stating the program and course outcomes for all programs offered by the institution is as given below:

http://www.atharvaims.edu.in/mms.php

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.atharvaims.edu.in/mms.php
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of program outcomes and course outcomes are evaluated by the institution by periodically comparing the syllabus transaction with course outcomes through student feedback.

The sessions are aligned with the course outcomes mentioned in the session plans of each subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.atharvaims.edu.in/mms.php

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

325

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://drive.google.com/drive/folders/1Echf uX6MGTh5hkl6A5ieXY5wNNBRXF5j

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1K-E8la6fMjW0UkwXWhIv7fkw4H0_9nYD/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institute has innovation laboratories, incubation Center and Regular industrial visits to various industries for the ceation and transfer of knowledge.

The institute also organise management game under Rhythm and International Research conferences to develop an ecosystem for innovations and overall development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/IEIC.php

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	http://www.atharvaims.edu.in/research.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published

in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The following extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development

Name of the activity

Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Notebook Distribution Atharva Foundation Notebook Distribution June 23,2021 Garbage Cleaning at Choti Dongri Atharva Foundation All Play Production March 16, 2021

File Description	Documents
Paste link for additional information	https://www.facebook.com/atharvafoundation1
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	**No File Uploaded**

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institute has adequate infrastructure and facilities comprising of class rooms, seminar halls, tutorial rooms,audio visual rooms,conference room, library, reading hall, language lab, computer labs,cafeteriaetc.

Pictures are provided in the attached word file.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institute has gymnasium, indoor ourdoor games facilities, swimming pool, state of the art auditorium,yoga centre and seminar hall etc.

Pictures are provided in the attached word file.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

115.32

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the software:MICM Library Management System

Nature of automation:Partial

Version:1.0.483

Year of automation2004

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/drive/folders/1Cnjwa3_A-9dR1ZVJhtInwVTUFAr3OVln?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

165642

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

14

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Yes

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

115.32

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

1. Equipment and machine maintenance

Some of the critical maintenance work is outsourced

i. Records of equipment are maintained in stock registers as specified in Purchase Process

ii. Equipment/appliances are serviced periodically

iii. Equipment like measuring devices are checked/calibrated

iv. Servicing is done either by inhouse personnel or by an external party or through an annual maintenance contract (AMC)

v. Record of servicing is maintained.

vi. Records of AMC are maintained in AMC Register.

vii. The budget of AMC needs to be submitted by December 31st

2. General maintenance:

i. Maintenance of A.C. plant

ii. Cleanliness daily maintenance of the interior facility (classrooms, laboratories, hallway, and staircase)

iii. Cleanliness of toilet blocks and washroom

iv. Fire extinguisher is outsourced

v. Maintenance of CCTV

vi. ICT infrastructure

vii. Cleaning work is done by floor peon.

viii. Water tank cleaning is done quarterly and the AMC is maintenance is done by the in-house employee

3. Library

Serve all students and faculty of the institute.

4. Sports complex

The facility is open on all days and during the hours as established by the sports complex

5. Common room

The common room will be open daily in term-time 9 am - 4.45 pm

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

40

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File]()
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File]()

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	http://www.atharvaims.edu.in/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

112

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

112

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

1. IQAC Committee - Two students are members of IQAC and participate in quality initiatives. Students of IQAC are organizing live events.The are rsponsible for giving feedbacks and coordinate the IQAC activities.

2. Placement committee - 18 students are member of placement committee. They help in the placement process and training programmes. They are actively involved in Alumni Meetings.

3. Student Council - 14 students are members of student council and they work for several cultutal tasks and CSR events allotted to them.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

104

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

AIMS – ALUMNI ENGAGEMENT PROGRAM

Objectives of Alumni... • Alumni can help students get placed at their respective organizations. • Mentor-ship and Scholarships - alumni can play an active role in voluntary programs like mentoring students in their areas of expertise.

Core purpose of AIMS Alumni meeting… The core purpose is to foster a spirit of loyalty and to promote the general welfare of AIMS. Alumni associations exist to support the AIMS goals, and to strengthen the ties between alumni, the past and present student's community...

Offer to alumni ... • Career opportunities and networking events are two of the biggest reasons to join. Expand Your Skills- Access to a Career Services organization especially when they are just starting out. This association will be brought forward to assist alumni through workshops, webinars, professional job databases and career coaching.Experience / knowledge sharing, participation as guest speakers, creating and delivering upskilling workshops, informal / formal get-to-gathers, mentor – mentee relationship and overall socializing are additional offers for alumni can take advantage of. It will also help you appreciate the core purpose of annual giving and the reason why it is so fundamental to the success of advancement programs overall.

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/upcoming_events.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION & MISSION

Vision:

Vision without action is just a dream, action without vision is just an activity. Action and vision can together change the world." AIMS believes in this saying and strives to grow and excel as an educational institute in the field of management education, consultancy and research

Mission:

Our three- pronged strategy emphasizes:

- **Highly - rated research - Realised through conducting FDPS on various topics of research and international research conferences. There is a research policy to support the faculty members.**
- **Top class education at every level - Using world class infrastructure and faculty members.**
- **A commitment to corporate engagement - Through a placement cell, international live guest sessions, industrial visits and alumni network.**

Core Values and its realization:

- **Pursuit of Excellence - By conducting Pan India live webinars and talks shows**
- **Transparency - By having a robust examination system to evaluate students**
- **Commitment - The sessions plans are designed well in advance to fix the core teaching content and pedagogy.**
- **Commitment to societal needs - Conducting CSR events**
- **Creativity - By conducting Rhythm for the students**
- **Integrity - Through well graded evaluation system**

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/career-managment.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute follows decentralized way of functioning and management. The Institute is headed by the Director followed by the departmental heads, Career Management Cell(CMC),Library, Internal Quality Assurance Cell(IQAC) and Examination ensuring fair governance. Powers are delegated to the HoDs of every department, Coordinator of the IQAC and CMC Head in organizing workshops, seminars,online and offline feedback,audits etc.

1. The HoDs and faculties are empowered to give recommendation letters to the outgoing students of our institution. The administrative department gives certificates like bonafide, attendance, railway concession, etc., independently as per the requirements of the students.

2. Director of the institution is responsible for academic, nonacademic and administrative activities of the institution. On behalf of the institution,he interacts and corresponds with AICTE, Commission of Technical Education, Govt. of Maharashtra, UGC, Affiliating University, etc. The budget is year marked for staff members and students to participate in various programs organized by the institute.

3. IQAC is responsible for over all quality checking of the

processes and initiate new processes if lacunae is found.

4. At Student Level: Encourage continuously to organize various programs Guest lectures,Seminars, annual rhythm management fest to bring their leadership equality to lime light.

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/best-practices.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has decentralized system where the several departments are assigned roles.. The plans are discussed and delivery dates are met by the departments.

Curriculum Development by HODs-Recent trends and technologies are incorporated in lectures.The students are tested on projects, tests, final exams with questions on cases, MCQ,Descriptive Question andinvolved in role plays and focus group discussions.They are asked to write research papers and publish in a journal.AIMS organisewebinars, guest lectures,events and industrial visits.

Industry Interaction / Collaboration by Placement and HODs -Itis established to provide closer links with industries. .The Placement Cell organizes career guidance programs in collaboration with Alumnus for all the students.

Research Cell and IQAC- 5 research papers of students and 6 research papers of faculty members are published in the academic year.An international research conference is organized every year.Excel is taught to students.

Admission Cell -GDs and PI are conducted withsubject experts in the panel to assess the candidates.

Library, ICT and Physical Infrastructure / Instrumentation -Library sessions were introduced for the students monitored by the faculty members.List of research papers published by students and faculty members were put on notice board for motivation.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.atharvaims.edu.in/best-practices.php
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Aims Manual is attached for ready reference in the link for additional information.The institute functions according to the well drafted policy manual.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1zvAW mxLA9u6PZe7dTqivOB8b49Sz3Gf6?usp=sharing
Link to Organogram of the institution webpage	https://www.atharvaims.edu.in/Mandatory%20Di sclosure.php
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institute provides Canteen,Gym and Medical Insurance Policy for the teaching and non- teaching staff .

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Yes, the institute has a robust performance appraisal system in place.

File Description	Documents
Paste link for additional information	<u>nil</u>
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institutions parent body is liable to conduct internal and statutory audit under Income tax act -1961 and obtain audit report in form 10 b under trust also files under section 139(1) of income tax at 1961.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1zoZX MhNLBNPk46RLqYNRNQCZIz-UaCx5?usp=sharing
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Mobilization of funds: The institute operates using the funds raised

through students fees only.

Utilization of resources: Optimum utilization of resources is ensured though monitoring of the budged expenses.

File Description	Documents
Paste link for additional information	https://www.atharvaims.edu.in/ICISBEETM/ICISBEETM/index.html
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC significantly contributed by way of organizing events, programmes and activities as follows;

2021

- 5 Days FDP on Research writing and SPSS

2021

- Yoga Day Celebration -An Online Yoga Day was celebrated by AIMS via google meet. All the students enjoyed the asaans and kriyas. Dr Sangeeta Trott conducted the live yoga with the staff and students of aims. The session was powered by IQAC.

2021 - ICISBEETM 2021 - International Research Conference 2021 - IT Talks - PAN India Facebook live IT Awareness Programme 2020

- Stress Management Workshop with Mrs Varsha Rane

2020

- International Live session with Dr. Vasudha Sharma & Mr. Puneet Parashar

2021 - Reimagining Ourselves-It is a live webinar chat with a

purpose to rebuild the souls and rethink the best!

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1ElUd RAJZYpSFRZKoOXTkyri_F1ogUDQ5?usp=sharing
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In pandemic, thesession plans were prepared and approved in advancedwhere innovative tools and techniques were used.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1s2HO dSIiqVpCw8NJT5VFPdiCWYmGW1RE?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.atharvaims.edu.in/pdf/aqar%202019-2020.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute effectively promotes gender equality and encourages all stakeholders about the same.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment   **C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The following practices are followed in the campus on a regular basis

A)Rainwater Harvesting System at Gate Number 4: Rooftop Water Harvesting: The runoff from the terrace of the college building is channelized into five different recharge wells located at three Five different locations, each measuring 1m x 1m x 2m.All the rooftop rainwater outlets, discharge into storm water drains and finally to the recharge structures.A network of pipes linked through chambers take the rainwater to the recharge tanks.A tank of 20000 capacities is used for the recycling of conserved water. The treatment of water is done twice a day, in the morning hours and then later in afternoon.

B)Compost Plant in Phase 2: The food waste of canteen is recycled in a Compost plant installed within the campus and converted into energy.The waste of canteen, hotel management and waste from garden like dry leaves plants etc. are crushed. This process is of 10 days. The compost is reused in the garden and the garden is lush green with beautiful landscaping and sitting areas.

C) Sewage Treatment Plant in phase 1- Recycling of drainage water is done on a regular basis through sewage treatment plant and the same water is used in gardening and watering plants. Thus the campus tries to save water and is totally eco-friendly.

D) Do not use plastic/Plastic banned, such kind of hoardings and warning are present in the entire campus at prime locations.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the

B. Any 3 of the above

campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute believes in the equality of all cultures and traditions, as evidenced by the fact that students from many castes, religions, and regions learn together. Despite the fact that the institution has a wide socio-cultural background and speaks a variety of languages, there is no intolerance for cultural,

regional, linguistic, communal socioeconomic, or other differences. National festivals, birth anniversaries, and monuments of prominent Indian personalities such as Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, and Lal Bahadur Shastri are celebrated with tremendous zeal. Every year on October 31st, the institution commemorates Sardar Vallabhbhai Patel's birth anniversary by celebrating it with great festivities

Various departments offer field studies and trips to various industries in and around Mumbai. Students and faculty are exposed to a variety of cultures.

Every year, the institute commemorates two significant national holidays: Republic Day and Independence Day. All members of the teaching and non-teaching staff, as well as students, contribute to the national cause.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year on January 26, May 1, and August 15, the Institute commemorates Republic Day, Maharashtra Day, and Independence Day. Students, Teaching and Non-Teaching Staff, Invitees, Guests, and any other attendees join the celebration. The program's regular formality includes the presentation of the flag, singing of the national anthem, and administering the oath of national integrity, followed by the distribution of sweets.

Students are taught about values, rights, duties, and responsibilities. During induction and other programmes throughout the year, students are taught about the code of ethics, human values, rights, duties, and responsibilities as citizens of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1dNysr_EcbZRUrbP-ec8uAM9-AjOpkZc7?usp=sharing
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   **C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institute celebrates Republic Day, Independence Day,Yoga Day, Gandhi Jayanti and Kargil Divas for the students and staff of AIMS on a regular basis.In the year 2020-2021, only few days were celebrated due to social distancing.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	[View File](#)
Any other relevant information	[View File](#)

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

IT TALKS :IT Talksis an IT awareness program for India powered by IQAC and students of AIMS.

After successful completion of three episodes, we are releasing a calendar so that you can watch the episodes if they come under your area of expertise or to gain more insight.

Calendar 2021

(January 2021 – August 2021)

It Talks - A PAN India IT Awareness Program

(Every Alternate Saturday)

@ Facebook page : http://www.facebook.com/ittalksforall

Time:9.30 am – 10.30 am (IST)

Objective of the talk show :

1. To reach IT experts, understand the recent trends and technologies and make students understand the importance of collaboration.

2. To build confidence and improve communication skills of students through play way methods.

3. To indirectly train students for interviews through questions and answer handling and interaction with top notch intellectual capital.

4. To motivate the students to watch more informative videos on recent technologies and understand Science, Computer Science, Engineering and Information technology.

5. To remove stage fear of students and develop the questioning nature amongst themselves.

STUDENTS CHARTER -Objective of the DOCUMENT:This is a service provided by the Administration department. The students are informed about the timings and the services offered by the administration department like timing of submission of application and issuance of crucial documents.

File Description	Documents
Best practices in the Institutional website	http://www.atharvaims.edu.in/best-practices.php
Any other relevant information	http://www.atharvaims.edu.in/it_talk.php

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

IT TALK

IT Talksis an IT awareness program for India powered by IQAC and students of AIMS.

After successful completion of three episodes, we are releasing a calendar so that you can watch the episodes if they come under your area of expertise or to gain more insight.

Calendar 2021

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5. To remove stage fear of students and develop the questioning nature amongst themselves.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

OBJECTIVES:To ensure effective implementation of curriculum through a well documented teaching learning process.

TEACHING LEARNING PROCESS

1.Academic Calendar: The Institute prepare its Annual Academic Calendar and displays it on the Notice Board, Faculty Room, Cabins, Work Places and website.

2.Session Plans: All the faculty members plan their teaching methodology,lectures and prepare a session plan for the semester incorporating atleast 20% sessions based on innovative teaching andagogies with clearly aligning the course objectives with the curriculum.

3.Weekly Meetings: Periodical meetings are held by the Director. Students Attendance, timely completion of the syllabus, and learning outcomes are well discussed in the meetings.

4.Evaluation: Students are periodically evaluated through Mid Term Examination, Final Examination, Class Participation, Industrial Visits, Case Study Method, Presentation, Summer Internship Projects, Assignments etc.

5.Events: Students participate in Orientation programs,Seminars, Workshops, Training and Development programs.

6.Academic and Administrative Audits: The Academic and Administrative Audits are conducted by the Internal Quality Assurance Cell to ensure achievement of the stated objectives of the curriculum.

7.Feedback Mechanism: Online and Offline feedback are taken from all the stakeholders.

8.Training Programme: As per the feedback given by the students, they are imparted training on various topics.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1jdsU4mPusHs8yNgx6h8BGtRXy1xEokTX?usp=sharing

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

A comprehensive Academic Calendar for Full time as well as Part Time courses is followed for conduction of all the academic, co curricular and extra curricular activities.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://drive.google.com/drive/folders/1tD_ClqpzgfBS7N987CI0ytDOtxV9VjZ7?usp=sharing

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**D. Any 1 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective

course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

112

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution follows the syllabus as prescribed by the

university and the curriculum includes the topics mentioned above in the different subjects as prescribed in the university syllabus.

The subjects that include the topics stated are listed below:

1. Perspective Management - Includes professional ethics, Environmental and Environmental sustainability topics.

2. Organizational Behavior- includes Gender, Human Values, and Ethics-related topics in its syllabus.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

281

File Description	Documents
Any additional information	[View File]
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File]

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	https://drive.google.com/drive/folders/1LudoUYD2VhxumaNmjHB8dp52MC5z7blZ?usp=sharing
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows | **B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	[View File]
URL for feedback report	https://drive.google.com/drive/folders/1LudoUYD2VhxumaNmjHB8dp52MC5z7blZ?usp=sharing

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

133

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

40

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute did not have any differently-abled students in the given year, though there is a provision to cater to the special needs of such students.

File Description	Documents
Paste link for additional information	[nil](#)
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
115	**15**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Multiple teaching learning pedagogies including case studies, research paper writing, critical analysis,presentations,live projects, group discussion, inclass quizzes etc are used.

All these methods are specified in the session plans. Sample session plan is uploaded for reference.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute facilitated usage of ICT tools during the entire academic year (pandemic period). The faculty members were provided access to google meet for conducting online classes and, google class room for evaluation, assignments,quizzes etc. Duly proctored exams were also conducted using ICT tools.

The institute has subscribed to the services of google workspace for the above purpose.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

14

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	[View File](#)
Mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

14

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

55.75

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Reforms initiated on contnuous Internal Evaluation system at the Institutional level

1. Maintaining the sanctity of academic expectations and integrity of examination process, Our Institute has adopted alternative and simplified modes and methods of examinations to complete the process in specified period of time in compliance with requirements as prescribed by UGC Mumbai University from time to time. These included MCQ/ OMR based examinations, Case study method, Theory or written examinations, assignment/ presentation-based assessments etc.

2. Our Institute has time to time adopted efficient and innovative modes of examinations, if need arises but without compromising the quality. At the same time to maintain the sanctity to evaluate the performance of a student is also maintained by adding a software based examination in covid situation.

3. Our Institute has adopted appropriate strategies to facilitate the students pursuing Projects/ Dissertations, in view of the prevailing circumstances. As per the universities may consider to assign review-based/ secondary data-based projects instead of field/ survey-based assignments to these students.

4. Our Institute has ensured continuous assessment through various modes such as VivaVoce, presentations Midterm examination through meeting apps during the lockdown situation.

5. The institute maintains a complete transparency in internal evaluations. The students are conveyed the marks immediately after the internal evaluations and they are allowed to appeal for

re-evaluation / moderation, if required.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	https://drive.google.com/drive/folders/10O v0PYkwPYhp4RFuFBKWVjTitiCa9hO1?usp=sharing

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

There is complete transparency and efficiency in the internal assessment.

- Awareness of evaluation and assessment system in orientation program: The students are made aware of the internal evaluation processes.

- Internal Assessment consists of 40 Marks. The 40 marks has been divided into 4 categories – Midterm (10), Assignment (10), Attendance (10), and Presentation (10). Of this, midterm and attendance are compulsory and the other two components have been left at the discretion of the faculty member.

- The end examination is 60 marks in written form.

Redressal of grievances at institute level:

- Departmental Level: The continuous evaluation of students is carried out by faculty with theory lectures, presentations, role plays, quizzes, assignments, mid term tests. The midterm marks are allotted based on the course outcome-based question paper. Query if any is discussed with faculty and HOD.

- College Level: The Institute appoints a Senior Supervisor for smooth conduction of examinations. If students are facing any problems, they are solved by the Exam-In charge along with Director.

- Redressal of grievances at University level: The queries

related to results, corrections in mark sheets, other certificates issued by university are handled at University examination section after forwarding such queries through the college examination section.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	https://drive.google.com/drive/folders/1Xz xBprEgJi-8HqpXoLjdkWH8zK0n4Qg5?usp=sharing

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The link to the website of Atharva Institute of Management Studies which is stating the program and course outcomes for all programs offered by the institution is as given below:

http://www.atharvaims.edu.in/mms.php

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.atharvaims.edu.in/mms.php
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of program outcomes and course outcomes are evaluated by the institution by periodically comparing the syllabus transaction with course outcomes through student feedback.

The sessions are aligned with the course outcomes mentioned in the session plans of each subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.atharvaims.edu.in/mms.php

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

325

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://drive.google.com/drive/folders/1Ec hfuX6MGTh5hkl6A5ieXY5wNNBRXF5j

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://drive.google.com/file/d/1K-E8la6fMjW0UkwXWhIv7fkw4H0_9nYD/view?usp=sharing

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The Institute has innovation laboratories, incubation Center and Regular industrial visits to various industries for the ceation

and transfer of knowledge.

The institute also organise management game under Rhythm and International Research conferences to develop an ecosystem for innovations and overall development of the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/IEIC.php

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	http://www.atharvaims.edu.in/research.php
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The following extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development

Name of the activity

Organising unit/ agency/ collaborating agency Name of the scheme Year of the activity Notebook Distribution Atharva Foundation Notebook Distribution June 23,2021 Garbage Cleaning at Choti Dongri Atharva Foundation All Play Production March 16, 2021

File Description	Documents
Paste link for additional information	https://www.facebook.com/atharvafoundation1
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	No File Uploaded

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	<u>View File</u>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

5

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institute has adequate infrastructure and facilities comprising of class rooms, seminar halls, tutorial rooms,audio visual rooms,conference room, library, reading hall, language lab, computer labs,cafeteriaetc.

Pictures are provided in the attached word file.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institute has gymnasium, indoor ourdoor games facilities, swimming pool, state of the art auditorium,yoga centre and seminar hall etc.

Pictures are provided in the attached word file.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

10

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

115.32

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the software:MICM Library Management System

Nature of automation:Partial

Version:1.0.483

Year of automation2004

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://drive.google.com/drive/folders/1Cn jwa3_A-9dR1ZVJhtInwVTUFAr3OVln?usp=sharing

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

165642

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

14

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Yes

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

156

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

115.32

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

1. Equipment and machine maintenance

Some of the critical maintenance work is outsourced

i. Records of equipment are maintained in stock registers as specified in Purchase Process

ii. Equipment/appliances are serviced periodically

iii. Equipment like measuring devices are checked/calibrated

iv. Servicing is done either by inhouse personnel or by an external party or through an annual maintenance contract (AMC)

v. Record of servicing is maintained.

vi. Records of AMC are maintained in AMC Register.

vii. The budget of AMC needs to be submitted by December 31st

2. General maintenance:

i. Maintenance of A.C. plant

ii. Cleanliness daily maintenance of the interior facility

```
(classrooms, laboratories, hallway, and staircase)

iii. Cleanliness of toilet blocks and washroom

iv. Fire extinguisher is outsourced

v. Maintenance of CCTV

vi. ICT infrastructure

vii. Cleaning work is done by floor peon.

viii. Water tank cleaning is done quarterly and the AMC is
maintenance is done by the in-house employee

3. Library

Serve all students and faculty of the institute.

4. Sports complex

The facility is open on all days and during the hours as
established by the sports complex

5. Common room

The common room will be open daily in term-time 9 am - 4.45 pm
```

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

```
40
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File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above

File Description	Documents
Link to Institutional website	<u>http://www.atharvaims.edu.in/</u>
Any additional information	<u>View File</u>
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

112

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

112

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

88

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

0

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	**No File Uploaded**

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

1. IQAC Committee - Two students are members of IQAC and participate in quality initiatives. Students of IQAC are organizing live events.The are rsponsible for giving feedbacks and coordinate the IQAC activities.

2. Placement committee - 18 students are member of placement committee. They help in the placement process and training programmes. They are actively involved in Alumni Meetings.

3. Student Council - 14 students are members of student council and they work for several cultutal tasks and CSR events allotted to them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

104

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

AIMS – ALUMNI ENGAGEMENT PROGRAM

Objectives of Alumni... • Alumni can help students get placed at their respective organizations. • Mentor-ship and Scholarships - alumni can play an active role in voluntary programs like mentoring students in their areas of expertise.

Core purpose of AIMS Alumni meeting… The core purpose is to foster a spirit of loyalty and to promote the general welfare of AIMS. Alumni associations exist to support the AIMS goals, and to strengthen the ties between alumni, the past and present student's community...

Offer to alumni ... • Career opportunities and networking events are two of the biggest reasons to join. Expand Your Skills- Access to a Career Services organization especially when they are just starting out. This association will be brought forward to assist alumni through workshops, webinars, professional job databases and career coaching.Experience / knowledge sharing, participation as guest speakers, creating and delivering upskilling workshops, informal / formal get-to-gathers, mentor –

mentee relationship and overall socializing are additional offers for alumni can take advantage of. It will also help you appreciate the core purpose of annual giving and the reason why it is so fundamental to the success of advancement programs overall.

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/upcoming_events.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION & MISSION

Vision:

Vision without action is just a dream, action without vision is just an activity. Action and vision can together change the world." AIMS believes in this saying and strives to grow and excel as an educational institute in the field of management education, consultancy and research

Mission:

Our three- pronged strategy emphasizes:

- Highly - rated research - Realised through conducting FDPS on various topics of research and international research conferences. There is a research policy to support the faculty members.
- Top class education at every level - Using world class

  infrastructure and faculty members.
  - A commitment to corporate engagement - Through a placement
    cell, international live guest sessions, industrial visits
    and alumni network.

Core Values and its realization:

  - Pursuit of Excellence - By conducting Pan India live
    webinars and talks shows
  - Transparency - By having a robust examination system to
    evaluate students
  - Commitment - The sessions plans are designed well in
    advance to fix the core teaching content and pedagogy.
  - Commitment to societal needs - Conducting CSR events
  - Creativity - By conducting Rhythm for the students
  - Integrity - Through well graded evaluation system

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/career-managment.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute follows decentralized way of functioning and
management. The Institute is headed by the Director followed by
the departmental heads, Career Management Cell(CMC),Library,
Internal Quality Assurance Cell(IQAC) and Examination ensuring
fair governance. Powers are delegated to the HoDs of every
department, Coordinator of the IQAC and CMC Head in organizing
workshops, seminars,online and offline feedback,audits etc.

1. The HoDs and faculties are empowered to give recommendation
letters to the outgoing students of our institution. The
administrative department gives certificates like bonafide,
attendance, railway concession, etc., independently as per the
requirements of the students.

2. Director of the institution is responsible for academic,
nonacademic and administrative activities of the institution. On
behalf of the institution,he interacts and corresponds with
AICTE, Commission of Technical Education, Govt. of Maharashtra,

UGC, Affiliating University, etc. The budget is year marked for staff members and students to participate in various programs organized by the institute.

3. IQAC is responsible for over all quality checking of the processes and initiate new processes if lacunae is found.

4. At Student Level: Encourage continuously to organize various programs Guest lectures,Seminars, annual rhythm management fest to bring their leadership equality to lime light.

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/best-practices.php
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has decentralized system where the several departments are assigned roles.. The plans are discussed and delivery dates are met by the departments.

Curriculum Development by HODs-Recent trends and technologies are incorporated in lectures.The students are tested on projects, tests, final exams with questions on cases, MCQ,Descriptive Question andinvolved in role plays and focus group discussions.They are asked to write research papers and publish in a journal.AIMS organisewebinars, guest lectures,events and industrial visits.

Industry Interaction / Collaboration by Placement and HODs -Itis established to provide closer links with industries. .The Placement Cell organizes career guidance programs in collaboration with Alumnus for all the students.

Research Cell and IQAC- 5 research papers of students and 6 research papers of faculty members are published in the academic year.An international research conference is organized every year.Excel is taught to students.

Admission Cell -GDs and PI are conducted withsubject experts in the panel to assess the candidates.

Library, ICT and Physical Infrastructure / Instrumentation -Library sessions were introduced for the students monitored by the faculty members.List of research papers published by students and faculty members were put on notice board for motivation.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.atharvaims.edu.in/best-practices.php
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Aims Manual is attached for ready reference in the link for additional information.The institute functions according to the well drafted policy manual.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1zvAWmxLA9u6PZe7dTqivOB8b49Sz3Gf6?usp=sharing
Link to Organogram of the institution webpage	https://www.atharvaims.edu.in/Mandatory%20Disclosure.php
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institute provides Canteen,Gym and Medical Insurance Policy for the teaching and non- teaching staff .

File Description	Documents
Paste link for additional information	http://www.atharvaims.edu.in/campus-facilities.php
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

3

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

6

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

6

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Yes, the institute has a robust performance appraisal system in

place.

File Description	Documents
Paste link for additional information	nil
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institutions parent body is liable to conduct internal and statutory audit under Income tax act -1961 and obtain audit report in form 10 b under trust also files under section 139(1) of income tax at 1961.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1zo ZXMhNLBNPk46RLqYNRNQCZIz-UaCx5?usp=sharing
Upload any additional information	**No File Uploaded**

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Mobilization of funds: The institute operates using the funds raised through students fees only.

Utilization of resources: Optimum utilization of resources is ensured though monitoring of the budged expenses.

File Description	Documents
Paste link for additional information	https://www.atharvaims.edu.in/ICISBEETM/ICISBEETM/index.html
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC significantly contributed by way of organizing events, programmes and activities as follows;

2021

- 5 Days FDP on Research writing and SPSS

2021

- Yoga Day Celebration -An Online Yoga Day was celebrated by AIMS via google meet. All the students enjoyed the asaans and kriyas. Dr Sangeeta Trott conducted the live yoga with the staff and students of aims. The session was powered by IQAC.

2021 - ICISBEETM 2021 - International Research Conference 2021 - IT Talks - PAN India Facebook live IT Awareness Programme 2020

- Stress Management Workshop with Mrs Varsha Rane

2020

- International Live session with Dr. Vasudha Sharma & Mr. Puneet Parashar

2021 - Reimagining Ourselves-It is a live webinar chat with a purpose to rebuild the souls and rethink the best!

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1El UdRAJZYpSFRZKoOXTkyri_F1ogUDQ5?usp=sharing
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

In pandemic, thesession plans were prepared and approved in advancedwhere innovative tools and techniques were used.

File Description	Documents
Paste link for additional information	https://drive.google.com/drive/folders/1s2 HOdSIiqVpCw8NJT5VFPdiCWYmGW1RE?usp=sharing
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.atharvaims.edu.in/pdf/aqar%2020 19-2020.pdf
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institute effectively promotes gender equality and encourages all stakeholders about the same.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The following practices are followed in the campus on a regular basis

A)Rainwater Harvesting System at Gate Number 4: Rooftop Water Harvesting: The runoff from the terrace of the college building is channelized into five different recharge wells located at three Five different locations, each measuring 1m x 1m x 2m.All the rooftop rainwater outlets, discharge into storm water drains and finally to the recharge structures.A network of pipes linked through chambers take the rainwater to the recharge tanks.A tank of 20000 capacities is used for the recycling of conserved water. The treatment of water is done twice a day, in the morning hours and then later in afternoon.

B)Compost Plant in Phase 2: The food waste of canteen is recycled in a Compost plant installed within the campus and converted into energy.The waste of canteen, hotel management and waste from garden like dry leaves plants etc. are crushed. This process is of 10 days. The compost is reused in the garden and the garden is lush green with beautiful landscaping and sitting areas.

C) Sewage Treatment Plant in phase 1- Recycling of drainage water is done on a regular basis through sewage treatment plant and the same water is used in gardening and watering plants. Thus the campus tries to save water and is totally eco-friendly.

D) Do not use plastic/Plastic banned, such kind of hoardings and warning are present in the entire campus at prime locations.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and	**B. Any 3 of the above**

distribution system in the campus

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute believes in the equality of all cultures and traditions, as evidenced by the fact that students from many castes, religions, and regions learn together. Despite the fact that the institution has a wide socio-cultural background and speaks a variety of languages, there is no intolerance for

cultural, regional, linguistic, communal socioeconomic, or other differences. National festivals, birth anniversaries, and monuments of prominent Indian personalities such as Mahatma Gandhi, Sardar Vallabhbhai Patel, Pandit Jawaharlal Nehru, Dr. Bhimrao Ambedkar, Sarvepalli Radhakrishnan, and Lal Bahadur Shastri are celebrated with tremendous zeal. Every year on October 31st, the institution commemorates Sardar Vallabhbhai Patel's birth anniversary by celebrating it with great festivities

Various departments offer field studies and trips to various industries in and around Mumbai. Students and faculty are exposed to a variety of cultures.

Every year, the institute commemorates two significant national holidays: Republic Day and Independence Day. All members of the teaching and non-teaching staff, as well as students, contribute to the national cause.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Every year on January 26, May 1, and August 15, the Institute commemorates Republic Day, Maharashtra Day, and Independence Day. Students, Teaching and Non-Teaching Staff, Invitees, Guests, and any other attendees join the celebration. The program's regular formality includes the presentation of the flag, singing of the national anthem, and administering the oath of national integrity, followed by the distribution of sweets.

Students are taught about values, rights, duties, and responsibilities. During induction and other programmes throughout the year, students are taught about the code of ethics, human values, rights, duties, and responsibilities as citizens of India.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://drive.google.com/drive/folders/1dNysr_EcbZRUrbP-ec8uAM9-AjOpkZc7?usp=sharing
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The Institute celebrates Republic Day, Independence Day,Yoga Day, Gandhi Jayanti and Kargil Divas for the students and staff of AIMS on a regular basis.In the year 2020-2021, only few days were celebrated due to social distancing.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

IT TALKS :IT Talksis an IT awareness program for India powered by IQAC and students of AIMS.

After successful completion of three episodes, we are releasing a calendar so that you can watch the episodes if they come under your area of expertise or to gain more insight.

Calendar 2021

(January 2021 – August 2021)

It Talks - A PAN India IT Awareness Program

(Every Alternate Saturday)

@ Facebook page : http://www.facebook.com/ittalksforall

Time:9.30 am – 10.30 am (IST)

Objective of the talk show :

1. To reach IT experts, understand the recent trends and technologies and make students understand the importance of collaboration.

2. To build confidence and improve communication skills of students through play way methods.

3. To indirectly train students for interviews through questions and answer handling and interaction with top notch intellectual

capital.

4. To motivate the students to watch more informative videos on recent technologies and understand Science, Computer Science, Engineering and Information technology.

5. To remove stage fear of students and develop the questioning nature amongst themselves.

STUDENTS CHARTER -Objective of the DOCUMENT:This is a service provided by the Administration department. The students are informed about the timings and the services offered by the administration department like timing of submission of application and issuance of crucial documents.

File Description	Documents
Best practices in the Institutional website	http://www.atharvaims.edu.in/best-practices.php
Any other relevant information	http://www.atharvaims.edu.in/it_talk.php

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

IT TALK

IT Talksis an IT awareness program for India powered by IQAC and students of AIMS.

After successful completion of three episodes, we are releasing a calendar so that you can watch the episodes if they come under your area of expertise or to gain more insight.

Calendar 2021

(January 2021 – August 2021)

It Talks - A PAN India IT Awareness Program

(Every Alternate Saturday)

@ Facebook page : http://www.facebook.com/ittalksforall

Time:9.30 am – 10.30 am (IST)

Objective of the talk show :

1. To reach IT experts, understand the recent trends and technologies and make students understand the importance of collaboration.

2. To build confidence and improve communication skills of students through play way methods.

3. To indirectly train students for interviews through questions and answer handling and interaction with top notch intellectual capital.

4. To motivate the students to watch more informative videos on recent technologies and understand Science, Computer Science, Engineering and Information technology.

5. To remove stage fear of students and develop the questioning nature amongst themselves.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Online Industry Academia Interaction Programmes:- To build confidence in students and connect them to the current scenario of Indusuty.

2. Online International Live events:a. To reach IT experts and understand the recent trends and technologies. b. To build confidence and improve communication skills of students through play way methods. c. To indirectly train students for interviews through questions and answer handling and interaction with top notch intellectual capital.

3. Parent Teacher Association:- Feedback of the parents and how they are finding the online mode of teaching in pandemic.

4. Faculty Development Programme on Research Writing and Case Writing for the faculty members- This will enhance the research writing skills of the faculty members and give them insight on research paper writing, journals, research proposal, publication in books etc.

5. Online International Research Conference- It will provides a leading HYBRID international forum that brings together researchers and practitioners from diverse fields with the purpose of exploring the fundamental roles, interactions as well as practical impact of innovation.It will include paper presentations along with prominent keynote speakers and a panel discussion. The authors are encouraged to submit their improved papers to a UGC CARE listed Journal.

6. Live webinars/workshops.